

# Cape Cod National Seashore NEED Program and Overnight Environmental Education Facility



The National Park Service residential environmental education program at Cape Cod National Seashore, known as the NEED program, offers educational groups an opportunity to experience the many natural and historical wonders of Cape Cod on a multi-day basis. The NEED building, once a U.S. Coast Guard surf-rescue station, is located on a spectacular vista overlooking the Atlantic Ocean at Coast Guard Beach in Eastham. The NEED building is a heated, year-round facility, which provides overnight accommodations for groups ranging up to 35 participants.

The NEED program is self-supporting — groups provide their own transportation, food preparation, housekeeping, supervision and instruction. Materials and guidelines for environmental education studies and activities are provided by the National Park Service through specially designed lesson plans and curriculum materials, and periodic teacher/leader workshops. The program is designed so that groups can conduct all natural and cultural resource activities under their own leadership.

Participating groups pay a fee for overnight use of the NEED building, based on the number of nights spent in residence. Bookings are generally made from six to eight months in advance. Some groups elect to stay for two or three days, while others opt to stay for an entire week. Space is available weekdays as well as weekends. Groups are allowed to check in at 2 pm on the day of arrival, and can stay at the NEED building until 12 pm on the day of departure. New applicants should be aware that due to popularity, only limited space is available during early fall or late spring periods. However, less competition and lower rates exist during the winter months.

Participating groups come from a wide range of areas, some local, others from as far away as Ohio, Colorado and Virginia. Groups with special needs clients (e.g. deaf, blind, mobility impaired), or from inner city environments are encouraged to participate, and are given preference in the selection process.

Staying at the NEED building gives groups a wonderful opportunity to study nature and history first hand. Learning about the environment and important considerations to keep it healthy, are easily accomplished in this setting, regardless of the season.

## Accommodations

The NEED Program at Cape Cod National Seashore is housed in a former U.S. Coast Guard station, located at Coast Guard Beach in Eastham. This attractive building is situated only a few hundred feet inland from the famous sandy Outer Beach, and offers accommodations for up to 35 overnight participants.

Sleeping rooms range from several smaller double bedrooms to a large 14 bunk bedroom. The number of beds in each room is fixed due to safety regulation. However, because there is a diversity of large and small rooms, it is generally easy for groups to divide up the sleeping arrangements accordingly. Bathrooms are located on both floors, complete with twin sinks, toilets and shower stalls. Groups generally designate one bathroom for females and the other for males.

The kitchen contains an electric cooking range with multiple burners and two ovens. In addition, there are two microwave units and two large refrigerators with freezers. The kitchen also contains a sink, dishwasher, and storage cabinets. Limited cooking and eating utensils are provided by the National Park Service (therefore groups should consider bringing, or donating, supplemental cooking and eating materials). The National Park Service provides toilet tissue, brooms, mops and other cleaning equipment.

Groups provide their own cleansers, dish liquid, towels, paper napkins and plastic garbage bags. Because staying at the NEED building is an environmental education activity, groups are asked to participate in recycling activities by sorting their garbage and bagging recyclable materials for pickup. Garbage and recycle material pickup is provided by the National Park Service several times a week from the bins adjacent to the building.

Two dining rooms adjacent to the kitchen are arranged with folding chairs and tables sufficient for 35 participants. At the north end of the first floor is a multi-purpose classroom/meeting room, which contains chairs, a blackboard, a small library, and an AV storage closet with a VCR and TV monitor. Bedrooms contain bunk beds on both levels of the building. Participants are required to provide pillows, bath towels, sheets and blankets, or sleeping bags.

Because the NEED building is a self-serve educational facility, it is important that each group maintain all living areas in as clean and neat a condition as possible during their stay, and to keep fire exits clear of clothing, baggage or furniture at all times. It is also important that all cooking and eating utensils be left in a clean and sanitary condition for the next group.

Groups are required to leave the building clean (bathrooms washed down, all kitchen facilities washed, floors swept, and all interior and exterior litter cleaned up) before their departure.

## Cost of the Program

The fee for residing at the NEED building is based on a nightly rate. This charge is a flat group rate, independent of the number of participants staying in the building. Check in is permitted after 2 pm on the day of arrival, and checkout by 12 pm the day of departure. (Groups wishing to arrive earlier, or to stay longer during the day must ask if this can be accommodated). The overnight rate is lower in winter months when fewer public services are offered. However, groups are encouraged to consider this season, as many great indoor and outdoor activities are still available during this time period.

The current NEED building fees are:

\$220 per night September through November

\$135 per night December through February weekends (Friday, Saturday)

\$100 per night December through February weekdays (Sunday-Thursday)

\$220 per night March through May

\$275 per night June through August

\* note: rates are subject to change

## How to Apply

Download and print the application form available in PDF format on this website. Fill out the form and be sure to include: the group's full address and telephone number, a contact name, at least three optional dates for proposed participation, the number of individuals in the group, age and/or grade, and information as to what your group will study while at the NEED building.

Address and send applications to:

NEED Coordinator  
Cape Cod National Seashore  
99 Marconi Road, Wellfleet MA 02667

Selections for Fall and Winter applicants (September through February) are made during the previous spring (generally mid-May).

Selections for Spring and Summer applicants (March through August) are made during the previous fall (generally mid-October).

Although it is possible to apply on a space available basis at any time, to improve your group's chances of being accepted for the dates desired, submit your application six to eight months in advance of the proposed dates (Please note applications can not be processed if submitted more than ten months in advance).

Selections are based on a number of factors, including: rating criteria listed in application; success of prior programs; condition of NEED building upon departure after a previous visit; adherence to regulations and guidelines.

## **Alternative Lodging Facilities**

Groups that are too large, or wish to visit at a time when space is not available at the NEED building, may

wish to consider alternative lodging facilities. Groups doing so are still welcome to carry out any environmental education studies and activities that they would have otherwise done if staying at the NEED building —and are welcome to all curriculum and support materials developed for the NEED program. Additional facilities which can accommodate groups include variety of public and private sources. Public operated facilities include:

Nickerson State Park Rt. 6A, Brewster (508) 896-3491

Group camping sites, available mid-April through mid - October.

The Cape Cod NEED Collaborative North Pamet Rd. Truro,  
(508) 349-3475.

A former U.S. Coast Guard station with bunks, meeting area and dining facility. Operated by the school districts of Dennis, Harwich, Yarmouth and Falmouth, MA for students within their jurisdiction. Note: only limited space is available for outside groups.

For additional privately-operated facilities such as residential camps and motels that can accommodate groups, contact the Cape Cod Chamber of Commerce at (508) 362-3225.

## **Acceptance and Reservation Confirmation**

Use of the NEED building requires that groups agree to the terms of permission granted by the National Park Service. An Agreement Form must be signed by an appropriate school official or group sponsor (e.g. School Superintendent, or Principal) and returned to Cape Cod National Seashore prior to a confirmed reservation.

An acceptance letter from Cape Cod National Seashore, with additional details about participating in the NEED program, will be forwarded to the group following receipt of the signed Agreement Form.

## **Payment**

After selection full payment is required 60 days in advance of arrival. Payment must be made check made out to National Park Service. Cash and credit cards are not accepted. Important: All checks must be made out to National Park Service.

## **Cancellations**

In the event a group cancels a confirmed reservation, the group remains responsible for 100% (full) payment of the program fee. If an alternate group is selected to fill a cancellation, the original scheduled group will only be

responsible for 25% of the program fee. Groups who cancel will be considered low priority applicants in the future. Full payment is required no less than 60 days in advance of the check-in day.

On rare occasion, due to emergencies such as power outages, storms, etc. the National Park Service must cancel group use of the NEED facility. The Environmental Education Coordinator will contact your group immediately if such a situation occurs, and will work with your group to make alternate arrangements.

## **Environmental Education Workshops**

Several special environmental education workshops are provided by the National Park Service to participating group leaders and other interested parties throughout the year. These workshops discuss new and exciting trends in environmental education, and provide hands-on activities focusing on current environmental issues, teaching techniques, and safety and other factors regarding conducting environmental education activities at Cape Cod National Seashore and elsewhere.

## **Supervision and Leader Responsibilities**

Competent supervision of your group by adults is required at all times. A ratio of six students to one adult is recommended. One adult must be designated as the park liaison while in the park. This designated person is responsible for informing other group leaders and participants of all regulations. Park staff may make safety inspections at anytime to ensure that the maximum overnight occupancy of the building, 35 people is respected and that all fire escape and safety zones are free of objects.

Leaders should be aware that they are responsible for the actions of participants under their jurisdiction, and can be subject to the enforcement of federal regulations. Be especially cautious to keep track of participants near the surf. For safety reasons, swimming at any ocean side beach is NOT allowed by NEED group participants unless National Park Service lifeguards are on duty.

## **Cape Cod National Seashore Lesson Plans**

National Park Service has developed a series of support materials, these are available on the park's web site [www.nps.gov/gov](http://www.nps.gov/gov).

A selection of lesson plans can be found in the education section of the park web site, and can be downloaded directly. Each lesson plan is a combined package including: lesson plan overview; fact sheets; student study sheets; and suggested group activities. Topics include:

### **Piping Plovers ... Adapted, but Threatened**

A special focus on spring and summer nesting activities of this threatened bird species living on Cape Cod National Seashore beaches, and related protection activities.

### **Archeology ... New Discoveries Answer Old Questions**

A special focus the archaeological find at Coast Guard Beach in Eastham (centering on the discovery of a Native American village dating back 2,000 years) and recent updates.

### **Recycle ... We Have an Alternative**

With focus on land fill problems, and direct participation in "waste to energy" and recycling activities on Cape Cod.

### **Biodiversity. . . Makes a World of Difference**

Emphasis on global, national, and local reasons for encouraging species and habitat protection. This lesson touches on extinction, and the need for genetically diverse populations.

### **National Parks ... Why, Where, and How Many?**

Emphasis on the multi-theme role of Cape Cod National Seashore, and review of the variety and types of National Park areas scattered around the world (over 350 in the US alone!). Discussion on the historical development of parks and employees who work in them.

### **The Mayflower Landed Here!**

Special focus on the Pilgrim's landing on Cape Cod, and their early association with the Lower Cape. Emphasis on the significance of the Mayflower Compact (which was drafted and signed in Cape Cod waters).

### **More Than Just Cleaning the Shoreline... Seeking the Source**

Focus on the impact of marine debris cluttering Cape Cod's pristine shoreline, and how a scientific inventory of what is found (which groups can do) during clean up can help identify sources.

### **Erosion ... Harmful or Helpful?**

Emphasis on the Cape's natural rate of erosion and the value of sand renourishment, contrasting with the adverse effects of erosion on buildings and other structures.

## **National Park Services for Groups**

Cape Cod National Seashore public facilities such as visitor centers, and self guided trails are available for use by NEED groups. Summer access to beaches other than Coast Guard Beach will require additional fees. Guided ranger programs and/or personal services provided by the National Park Service are considered separate from NEED use, and are intended for small family groups. However, some general public ranger guided programs are able to accommodate group at no additional charge. These programs include: open houses at historic structures; movies and lectures at park visitor centers; and campfire programs. Other scheduled public programs, such as guided beach walks, bird walks, dune walks, or guided trail walks can not accommodate groups, please do not include these services in your trip

## **Additional Community Support Services**

NEED groups may wish to arrange for additional outside educational services or activities from neighboring environmental education institutions. Participation with these organizations is strictly voluntary, and generally requires a fee. A partial list follows:

Group visit to the Massachusetts Audubon Wildlife Refuge in South Wellfleet. Entrance fee. Naturalist services both outside and within the seashore boundary available for a moderate fee. Special aquatic programs. For further information call (508) 349-2615.

Group trip to the Cape Cod Museum of Natural History in Brewster. Entrance fee. Naturalist services both outside and within the seashore boundary also available for a moderate fee. Special programs on marsh systems and marine mammals. For further information call (508)896-3867.

Class visit to Provincetown Museum and Pilgrim Monument. Entrance fee. For further information call (508) 487-1310.

Naturalist services provided by the Provincetown Center for Coastal Studies. Fee. For further information call (508) 487-2651.

Whale Watching Boats. Fee. There are several operators on Cape Cod. All provide naturalist services. For further information contact the Cape Cod Chamber of Commerce at (508) 362-3225.

Steamship trips to the Islands (Nantucket and Martha's Vineyard). Fee. Services operated by the Massachusetts Port Authority (508) 540-2022, and several commercial lines (for details contact Cape Cod Chamber of Commerce at (508) 362-3225).

## **Medical and Emergency Information**

The toll free "All Cape" emergency number is 911 (no coin needed to dial).

For Emergencies at the NEED Building:

For Rescue, FIRST AID or other Emergency Situations:

Call Eastham Rescue or Police via 911 or 255-2323 (note: if phone is out of order, pull a fire alarm switch)

Fire:

Pull any fire alarm switch in the building while EXITING the building (Then call the Eastham Fire Department at 911 or 255-2324 from the phone mounted on the adjacent building)

First Aid Supplies

A first aid kit is provided in the kitchen of the NEED facility. Groups should bring additional kits for field trips, etc.

Fire Extinguishers

Are provided throughout the building

24 Hour Hospital facilities:

Cape Cod Hospital, 27 Park Street, Hyannis (about 30 miles southwest of the NEED facility) 1-508-771-1800

Poison Control:

Is available 24 hours a day by calling 1 (800) 682-9211

Building Maintenance Problems: Consult the listing of 24 hour duty personnel in maintenance as posted in the NEED building.

Emergency Notifications: Notify the protection ranger on call, as posted in the NEED building, for any emergencies.

## Materials to Bring

All participants must provide their own bed linen and personal wash cloths, bath towels, and bath soap. The National Park Service will provide for cooking and eating utensils.

It is recommended that participants bring each of the following for a five day stay:

Laundry Bag (plastic)	2
Jacket or Coat (heavy)	1
Sweater or Sweatshirt (heavy)	1
Raincoat and Boots (set)	1
Hat or Scarf	1
Gloves	1
Pajamas	1
Bathrobe	1
Underwear	5
Socks (some heavy)	5 - 6 pairs
Blouses or Shirts	3-4
Jeans or long pants	2
Sleeping bag or Bed Sheets (twin size)	1 set
Pillow	2
Bath Towel	1
Wash Cloth	1
Toilet Articles - Soap, Toothbrush	1
Toothpaste, etc.	1

The following items should also be considered:

Flashlight Postage Pencils Paper Notebook Envelopes Camera Sunscreen Money for bookstore purchases

Because of space limitations, participant should be limited to one suitcase or dufflebag each. Please keep hairdryer use to a minimum and limit personal radios and decks.

## Telephone and Mail Services

A coin operated telephone is located inside the NEED building. Collect and credit calls can be made from this phone. All persons wishing to contact individuals at the NEED building can do so by calling them via the pay phone at (508) 255-4872. Another pay phone is located outdoors, at the building adjacent to the NEED building.

Outgoing mail should be sent via the Eastham Post Office located on Route 6. Please note: there is no mail delivery to the NEED building, please do not send mail from home there.

## Additional Planning Information

### Local Transportation:



For those groups having no means of local transportation after their arrival at the NEED facility, it is possible to rent a local school bus with driver. Check with the NEED Coordinator or the Cape Cod Chamber of Commerce at (508) 362-3225.

**Food supplies:**

Very good shopping facilities exist in the town of Orleans, about six miles from the NEED building, including two major 24 hour supermarket stores. There are also several small general-grocery stores located along Route 6 in Eastham and Wellfleet.

**Laundry Facilities:**

Students and leaders are encouraged to bring enough clothing to last their stay. If it is necessary to wash or dry clothes, there is a washer and dryer located in the basement of the NEED building. There are also two coin-operated laundry facilities in the town of Orleans.

**Automotive Repairs:**

There are a number of garages and service stations in Orleans and along Route 6 in Eastham. Check the Cape Cod telephone directory.

**Photo Processing, AV Services:**

Several one-hour photo processing centers are located in the Orleans area. Some also rent video cameras. Check the Cape Cod telephone directory.

## **Regulations and Guidelines**

- ❖ Swimming in ocean waters adjacent to the NEED building is prohibited by NEED group participants unless a NPS ocean-certified lifeguard is present (groups may wish to consider using bay side town beaches if swimming activities are desired).
- ❖ Groups are reminded not to walk on, or over, any sand dune; stay on trails
- ❖ Groups must stay clear of nesting shorebird areas (generally posted during spring and early summer; also kite flying is prohibited adjacent to these areas during nesting season).
- ❖ Archeological features must not be disturbed or collected (leave items where they are found, and report them immediately).
- ❖ The collecting of plant or animal specimens is prohibited (unless covered by a scientific collecting permit obtained in advance from the park's Resource Management Specialist (508) 349-3785). To avoid this complication, it is recommended that groups consider doing surveys or collecting in a non-consumptive manner (i.e. photography, video camera, or sketching).
- ❖ A special campfire permit for NEED groups can be reserved in advance. Call the Salt Pond Visitor Center at (508) 255-3421 and be sure to state you are making a request for the NEED group. No fires are allowed during fire danger periods. Be sure to follow all regulations, especially locating your fire outside posted lifeguard zones:
- ❖ Smoking is prohibited in the NEED building at all times.
- ❖ Pets of any kind are prohibited in the NEED building.
- ❖ All exits, including fire escapes and stairways and stairway landings, must be clear of all materials at all times.



- ❖ Groups must conduct a fire drill within the first 8 hours of their arrival, and likewise notify the Eastham Fire Department (at 255-2324) of the exact number of overnight participants.
- ❖ Alcoholic beverage storage or consumption is not permitted in the building.
- ❖ Quiet time should begin no later than 10:00 pm.
- ❖ To conserve energy and prevent theft, all windows and doors are to be locked when the building is vacated.
- ❖ Thermostats should be lowered and lights shut off when the building is vacant.
- ❖ All garbage should be sorted for recycling. Bulk garbage should be placed in plastic bags, and then tied and put into the bins located outside the building.

## **Recycling Requirements**

The park is mandated to reduce trash by 75%. Recycling is now required by users of the NEED facility. All glass and plastics need to be rinsed, sorted and placed into the three recycling bins: (1) glass, (2) #1 and #2 plastic and (3) all other plastics (This bin is located in the basement. Adults only are permitted in the basement.) To the maximum extent possible, please use washable dishes rather than throw aways. CRUSH to REDUCE THE SIZE of throw away containers to decrease volume.

THE KEY TO THE OUTDOOR TRASH BINS IS ON A RED KEY RING ON A HOOK UNDER THE DRINKING GLASS SHLEVES ON THE OPPOSITE SIDE OF THE KITCHEN.

Thank you for your cooperation and your efforts to help us achieve this goal.

## **Safety**

- ❖ Stay away from the base of cliffs at all times. When using upper bunks, use extreme caution.
- ❖ Do not walk on bicycle trails as a group, use designated paths to avoid poison ivy. Likewise avoid contact with its branches in winter
- ❖ Lookout for ticks (especially smaller deer ticks), check individuals several times daily. Read up on Lyme disease prevention.
- ❖ Do not run or wade into the surf above your knees. No swimming unless park lifeguards on duty.
- ❖ Do not block safety exits.
- ❖ Do not move bunks into different rooms. The maximum number of overnight occupancy of the NEED Building is 35 individuals. (Additional individuals above this limit may utilize the facility during daytime hours, but are not allowed to sleep in the building). Exceeding this limit is a serious violation of the Life Safety Codes, and will be enforced.

## Evaluation

Evaluation of the program by the National Park Service is for the most part is informal, and generally provided through the Park Ranger currently assigned as Environmental Education Coordinator. Periodic questionnaires may be circulated to obtain additional feedback.

Compliance with stated program goals and objectives, building condition, and conduct will be considerations for future participation in the NEED program. Suggestions from participating groups regarding National Park Service facilities and services is equally encouraged.

## Check-In Procedures

Check in time is listed on your Program Agreement Form.

A NEED Emergency Information Form, a fire permit, and two parking passes were sent with your acceptance letter and NEED Program Agreement Form. Please remember to take them with you. Make more copies of the parking pass if necessary.

### **1. Stop at the Eastham Fire Department**

Turn in one copy of the NEED Emergency Information Form to the Eastham Fire Department. The Eastham Fire Department is located 1/2 mile south of Salt Pond Visitor Center on Route 6.

Do NOT mail or fax the Emergency Information Form in advance of your arrival, present it in person.

### **2. Stop at Salt Pond Visitor Center**

Turn in a second copy of the NEED Emergency Information Form to a Ranger at the front desk. Also, submit your most recent itinerary. You are responsible for contacting the NEED program assistant for the door lock and entrance details prior to your arrival. Rangers at the Visitor Center can assist you if needed 9 am-4:30 pm.

### **3. Upon arrival at the NEED building**

Please review the Information Binder located at the NEED building.

It is the group's responsibility to know the information in this notebook. In addition to key regulations and guidelines, it also serves to answer many commonly asked questions.

Groups MUST conduct a fire drill within four hours of arrival. Instructions are in the Information Binder.

Please report existing maintenance issues within 24 hours of your arrival. Groups leaving the building in poor condition will not be accepted back into the program.

### **4. Regulate building heat**

Upon arrival the building the temperature may need to be regulated. There are two thermostats controlling the buildings warmth; both are on the first floor. The thermostat adjacent to the southeast bedroom controls heat for the sleeping quarters. The thermostat in the classroom control the heat for that wing only.

Be cautious when opening windows. The NEED building is a historic structure, and its windows are difficult to open and close. Use caution! Be sure to close all windows when leaving the building.

## Check-Out Procedures

Check out is a 12:00 pm on the day of departure.

### **1. Establish departure timetable:**

Departure Time; unless prior special permission has been granted, check-out for all groups will be at 12:00 pm, on their last scheduled day. Set aside adequate time for cleaning.

## **2. Clean building and grounds:**

Clean up; each participating group is responsible for maintaining the cleanliness and sanitary condition of the NEED building and grounds. There are no funds built into the program for routine cleaning. Therefore, it is essential that each group leave the building in “ship-shape” condition for the next group. Special attention should be given to the bathrooms, and kitchen facilities (especially electric ranges, sink and refrigerators). Complete the check-out sheet when done.

### **Check out summary**

1. Clean NEED building and grounds.
2. Turn down the thermostat to 64 degrees.
3. Secure all NEED AV equipment.
4. Close and lock all windows. Turn out all lights.
5. Lock and check all doors (check that the inside lock button is turned sideways).
6. Turn knobs and pull on doors to assure they are locked.

### **Cleaning List For the NEED Building**

Compliance with the following will help assure another trip for your group:

1. CLEAN KITCHEN: \* wipe down counters; \* clean sink \* empty both refrigerators and clean \*empty garbage \* sweep and mop floors \* empty and clean dishwasher \* wipe ovens and clean microwaves
2. CLEAN BATHROOMS: \* sweep floors \* mop floors \* clean sinks and faucets \* clean toilet bowls \* clean mirrors \* clean showers \* empty garbage
3. CLEAN BEDROOMS: \* pick up litter \* sweep/vacuum floors \* empty garbage \*look through drawers.  
\* Do not forget belongings.
4. CLEAN COMMON AREAS: \* pick up litter \* sweep/vacuum floors \* empty garbage \* dust  
\* pick up trash and other miscellaneous items outside of the building \* sweep porch \* empty trash and recycling in outside bins. Please seal tightly to prevent animals from raiding bins.  
If groups are looking for a community service project, the NEED building can always use further cleaning. The following cleaning suggestions are optional and greatly appreciated!

OPTIONAL: \* clean under radiators \* clean under furniture \* wash walls \* clean windows  
\* clean obstructed corners in every room \* clean wherever you find dust or dirt

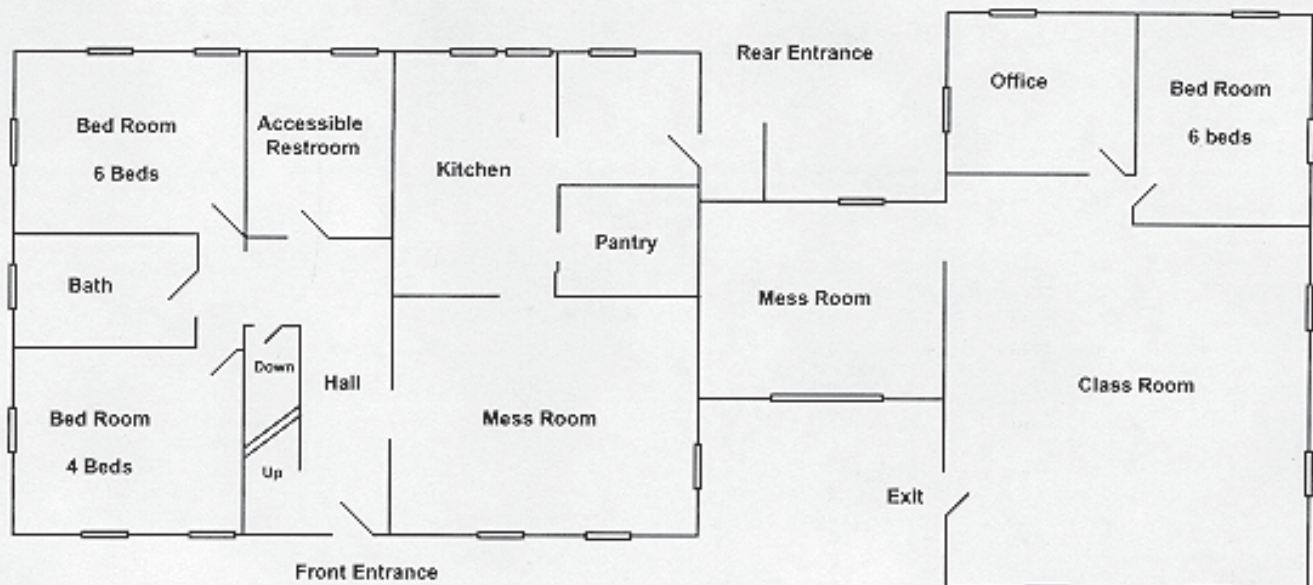
## **Administration**

The NEED Program is a part of the National Environmental Education Development program, and operates under the authority of Cape Cod National Seashore. The Seashore is administered by the National Park Service, U.S. Department of the Interior. The Department of Interior has basic responsibilities to protect the nation's land and water, energy and minerals, fish wildlife, park and recreational areas, and for the wise use of all those resources. The Park Superintendent is in immediate charge of the area and all public programs.

Cape Cod National Seashore  
99 Marconi Road  
Wellfleet, MA 02667  
(508) 349-3785

# NEED Building Floor Plans

## First Floor



## Second Floor

